

SAMPLE

Date

MEMORANDUM FOR European Regional Medical Command (ERMC)

SUBJECT: No Cost Post-Deployment Medical Screening for DA Civilian Employees

_____ has redeployed and, IAW
(Employee Name)

DA Pamphlet 690-47, DA Civilian Employee Deployment Guide, is required to undergo a medical screening to identify and document medical problems that might be connected with the deployment. This post-deployment screening is at no cost to the civilian employee. The employee must provide a completed, signed copy of DD Form 2796 (April 2003) to the servicing Civilian Personnel Advisory Center (CPAC) upon completion of the medical screening for accountability purposes.

(Approving Official Name – Please Print)

(Approving Official Signature)

(Date)